

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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June 20, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**RECOMMENDATION TO AWARD SIX GENERAL RELIEF
OPPORTUNITIES FOR WORK (GROW) ORIENTATION,
RAPID EMPLOYMENT AND PROMOTION, AND JOB SKILLS PREPARATION
CLASS SERVICES (JOB SERVICES) CONTRACTS
(ALL DISTRICTS - 3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of the Department of Public Social Services (DPSS) to prepare and execute contracts, in substantially similar form as the enclosed, with six agencies for the 15 GROW sites and the cost amounts listed on Enclosure A for GROW Orientation and Job Services. The contracts are to be effective July 1, 2006 through June 30, 2009, at an estimated cost of \$21,034,512 which includes a \$90,000 maximum bonus compensation amount where applicable, per agency for the term of the contract. This estimated cost will be partially offset by federal funds allocated for the Food Stamp Employment and Training (FSET) program.
2. Delegate authority to the Director of DPSS, to prepare and sign amendments to each contract that result in any decrease, or any increase of no more than 10 percent of the original contract amounts when the change is necessitated by additional and necessary services that are required in order to comply with changes in federal, State or County requirements. The approval of County Counsel and the Chief Administrative Office (CAO) will be obtained prior to executing such amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow DPSS to continue vital Orientation and Job Services, including Rapid Employment and Promotion Activity (Rapid Employment), and Job Skills Preparation Class (JSPC) services, to the County's GROW Program participants. The GROW program offers Job Services to employable General Relief participants and is designed to help them obtain jobs and achieve self-sufficiency. The current contracts expire June 30, 2006.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan: Goal #5: Improve the well-being of children and families in Los Angeles County, Strategy #2: Enhance the ability of families to achieve self-sufficiency and economic well-being.

FISCAL IMPACT/FINANCING

The total cost of the six GROW Orientation and Job Services contracts for the three-year period is \$21,034,512 which includes a \$90,000 maximum bonus compensation amount per agency where applicable for the term of the contract. The cost of the six contracts is partially offset by federal funds allocated for the FSET Program. DPSS estimates that the total three-year cost will be offset by FSET revenue and the remaining is funded with net County cost. Net County cost is estimated at \$3,534,499 annually and \$10,603,497 for the three years. Funding is included in the Department's FY 2006-07 adopted budget. Future years' costs will be included in the Department's annual budget requests FY 2007-2009.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current contracts for these services expire June 30, 2006. The recommended contracts are for three years with a fixed monthly fee. The contracts do not include a Cost of Living Adjustment provision. The contracts with LACOE and Los Angeles Unified School District (LAUSD) include provisions to adjust payments based on actual expenses incurred. The recommended agencies and the recommended contract maximums are listed in Enclosure B.

Since all six of the recommended contracts require the development and utilization of resources, training and logistical support which are not routinely performed by County staff, they continue to be non-Prop A services.

The recommended contracts have been approved as to form by the CAO and County Counsel.

CONTRACTING PROCESS

DPSS released a Request for Proposals (RFP) on February 7, 2006 seeking proposals to provide Orientation and Job Services at 15 GROW sites throughout the County of Los Angeles. Proposals were solicited from the current GROW contractors and approximately 800 organizations and individuals on the DPSS bidders list. A notice of the RFP was published in 11 local and regional newspapers of general circulation. The RFP was posted on the County's Bid webpage as well as on the DPSS website.

Proposers were required to submit a proposal for each GROW site they proposed to serve. Fourteen of the 15 GROW sites received at least one proposal. No proposals were submitted to serve the Pomona GROW site. California Department of Social Services regulations permit contracting by negotiation with other public education institutions such as LAUSD or LACOE.

DPSS negotiated with LAUSD to provide services at the Pomona site. LAUSD was selected because LAUSD has the higher job placement rate under the current contract, has had no negative findings for the two most recent monitoring periods, submitted lower cost bids for other GROW sites, and is being recommended for the San Gabriel Valley GROW site, which is the closest site to Pomona.

CONTRACT PERFORMANCE

The monitoring of the current contracts is performed on a quarterly basis. The last monitoring of the GROW sites for the period of October 1, 2005 through December 31, 2005 was completed in April 2006 and the monitoring report was issued in May 2006. A total of \$7,650 in bonus payments was issued to four agencies for exceeding 25 percent of the job placement rate for the quarter period and no fiscal deductions were issued. Overall the current contractors were in compliance with the contract requirements.

DPSS verifies contract performance by utilizing participant interviews, on-site visits and classroom observations, participant case reviews, and voluntary participant satisfaction survey results.

Honorable Board of Supervisors
June 20, 2006
Page 4

For the recommended contracts, the expected performance outcome is to prepare Los Angeles County employable GR participants to seek and obtain full-time unsubsidized employment. The full-time job placement rate of eight percent of the total participants who start Rapid Employment and JSPC is used as the standard measurable outcome. Where applicable, a Bonus Payment of \$200 for each full-time placement above 15 percent of the total participants who start Rapid Employment or JSPC is offered. A deduction of up to three percent of the monthly fixed fee may be used when the expected job placement rate is not met quarterly.

IMPACT ON CURRENT SERVICES

The recommended action will not infringe on the role of the County in relationship to its residents and the County's ability to respond to an emergency will not be impaired. There is no change in risk exposure to the County.

CONCLUSION

Upon Board approval, the Executive Officer, Board of Supervisors, is requested to return one adopted, stamped Board letter to the Director of DPSS.

Respectfully submitted,



Bryce Yokomizo
Director

BY:dok

Enclosures

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

RECOMMENDED GROW ORIENTATION AND JSPC SERVICES CONTRACT AWARDS BY AGENCY

Agency	DPSS GROW Sites	Total Annual Cost	Three Year Contract Max. (NO Bonus)	Total Bonus Provision Allowance (\$30,000 x 3)	Three Year Contract Max. (with Bonus)
Chicana Service Action Center	Metro East, Metro King	\$684,696	\$2,054,088	\$90,000	\$2,144,088
Jewish Vocational Services	Lancaster, Rancho Park	\$711,264	\$2,133,792	\$90,000	\$2,223,792
Los Angeles County Office of Education	South Special, South Central, Southwest Special	\$2,687,892	\$8,063,676	\$90,000	\$8,153,676
Los Angeles Unified School District	Glendale, Metro Special, Pasadena, San Gabriel Valley, San Fernando Valley and Pomona	1,949,352	\$5,848,056	\$90,000	\$5,938,056
Managed Career Solutions, Inc.	Wilshire Special	\$276,276	\$828,828	\$90,000	\$918,828
Weingart Association Center	Civic Center	\$522,024	\$1,566,072	\$90,000	\$1,656,072
Total		\$6,831,504	\$20,494,512	\$540,000	\$21,034,512